

BB Learn Tip #3 - Organization Roles

PDX Faculty & Staff,

There are a number of roles that can be assigned to an individual within a BB Learn course. Of course many of you are Instructors thus have complete control over the design, content, groups, exams, and grade book within the course. However, there are some additional roles for others you might want assigned to your class. Here are the various roles descriptions below. You might want to review them because Ken will ask you which role you would prefer to have assigned to faculty you ask to be enrolled in your course. The student enrollment comes from Colleague via the Blackboard administrators on McMinnville Campus. Other staff enrollment comes from you to Ken for inclusion. Here are the role descriptions:

1. **Course Builder** The Course Builder role has access to most areas of the course or organization Control Panel. This role is appropriate for an assistant who should not have access to student grades. If the course is unavailable to students, a course builder can still access the course. The course builder cannot remove an instructor from a course.
2. **Grader** The Grader role has limited access to the course Control Panel. Graders can assist an instructor in the creation, management, delivery, and grading of assessments and surveys. The grader may also assist an instructor with adding manual entries to the Grade Center. If a course is unavailable to students, the course appears in the My Courses module and in the course list for a user with the role of Grader. However, the grader cannot enter the course until the course is available.
3. **Teaching Assistant** Users with the Teaching Assistant role have access to most of the course Control Panel. If the course is unavailable to students, teaching assistants may still access the course. The teaching assistant is not included in the course description in the Course Catalog. Teaching assistants cannot remove an instructor from a course.

When you ask for others to be enrolled in your course please consider what role you would like them to play and share that with Ken at the time of the request.

If you need any additional assistance in course activation please let me know. Some PDX 2011 Fall Semester courses are going to be activated in the coming week for students to begin preparing for their new semester courses.

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